

SUBDIVISION APPLICATION

FINAL & PRELIMINARY PLAT APPLICATION

FOR OFFICE USE ONLY

Date: _____ Case Number: _____

PLEASE TYPE OR PRINT

1. Application of _____ on behalf of _____
(Name of Person filing) (Person, Self, Corporation)
for PRELIMINARY OR FINAL PLAT of a subdivision of _____ acres into
_____ lots or _____
(If other, please explain)

Subdivision is to be known and recorded as:

(Give name of Plat)

Subject property is located: _____
(Describe location of known roads, distances)

and is further identified as (all) or (part of) (parcel) or (lot)
(Give number)

on Powhatan County Real Estate Tax Map Number _____. A location map of a reasonable scale as required by Sections 5.2-3.0 and 5.4-3.5 of the Subdivision Ordinance is attached.

2. Are there any covenants of record or proposed? Yes _____ No _____

If yes, please give references or attach a Xerox copy.

3. Digital Submission of Plat _____ (DVD, CD, EMAIL)

I do hereby certify that I have read and am familiar with the requirements for the submission of plats as provided for under the Subdivision Ordinance and further that this submittal is in compliance with those requirements.

Signature of Applicant _____

Mailing Address _____

City, State, Zip Code _____

Telephone Numbers _____



Fee of
\$ _____

Received with application
by: _____

Final Subdivision Checklist

County of Powhatan

Department of Planning & Community Development

3834 Old Buckingham Road, Suite E

Powhatan, Virginia 23139 _____ Review Date _____

Phone (804) 598-5692 Fax (804) 598-5695 _____ Reviewed By _____

Case Number _____ **Project Name** _____

Associated Cases _____

- _____ Final plat conforms substantially to the preliminary plat (4.4-1.0)
- _____ Digital Submission of Plat (11.2)
- _____ Scale (shall be 100 feet or less to the inch) (4.4-1.2)
- _____ Page number (if more than one sheet, each sheet numbered consecutively and indicate total number of sheets) (4.4-1.3)
- _____ Sufficient data to accurately reproduce the subdivision on the ground (4.4-2.0)
- _____ Street lines on Adjacent land (location with dashed lines and width along property lines for existing or recorded streets intersecting or paralleling the boundaries of the tract) (4.4-2.1)
- _____ Monument References on Adjacent land (bearings and distances to nearest established street boundaries, established survey lines, or other official monuments) (4.4-2.2)
- _____ Adjacent Land (Platted adjacent land will show intersecting boundaries with dashed lines and recorded name of subdivision – Unplatted adjacent land will show intersecting boundaries with dashed lines and the name of owner) (4.4-2.3)
- _____ Boundary Lines of Tract (show tract boundary lines with lengths of courses to hundredths of a foot and bearings to the nearest second) (4.4-2.4)
- _____ Monuments of Tract (accurate location and type of all permanent reference monuments) (4.4-2.5)
- _____ Streets (names, bearings and width – for arcs; length, radius, points of curvature and tangent bearings) (4.4-2.6)
- _____ Easements (locations and width – easements along property line will be noted) (4.4-2.6)
- _____ Lot lines (dimensions to the hundredths of a foot and bearings to the nearest second) (4.4-2.6)
- _____ Reservations and Dedications (accurate outline of all property which is either offered for dedication to public use or which is reserved by covenant in the deeds for the common use of the property owners in the subdivision with the purpose also plainly printed thereon) (4.4-2.8)
- _____ Block and Lot designation (lots numbered in numerical order and block lettered in alphabetical order) (4.4-2.9)
- _____ Flood Plain (100 year HUD designated flood plain area of all watercourses shall be shown) (4.4-2.10)
- _____ Drainage and Buffers (easements required in the construction and maintenance of the drainage system and buffers required by Article 4.2-2.12.4 shall be shown) (4.4-2.11)
- _____ Covenants (when developer intends to regulate land use in the subdivision by the use of covenants, one copy of the final protective or restrictive covenants will be submitted to the Planning Department along with the final plat) (4.4-2.12)

- _____ Soils Analysis (prior to final subdivision plat approval, a soils analysis shall be performed and submitted to the Commission Staff for review – note on plat indicating lots with shrink swell soils and/or adverse soil conditions) (4.4-2.13)
- _____ Title Block (containing the following) (4.4-3.0)
- _____ Subdivision Name (Section or Phase if part of larger development) (4.4-3.1)
- _____ Tax Reference Map Number (4.4-3.2)
- _____ Personal Identification (name of property owner, developer, Surveyor and any other persons directly involved) (4.4-3.3)
- _____ Date of preparation (4.4-3.4)
- _____ Scale (4.4-3.4)
- _____ North Arrow (datum reference; NAD 83, Magnetic, etc.) (4.4-3.4)
- _____ Legend Information (4.4-3.4)
- _____ Graphic Scale (4.4-3.4)
- _____ Location Sketch (general location of subdivision, generally in the upper right or upper left corner) (4.4-3.5)
- _____ Lot Acreage (shown within each lot) (4.4-3.7)
- _____ Right of Way Acreage (acreage of roads within the boundary tract limits) (4.4-3.6)
- _____ Total Acreage (4.4-3.6)
- _____ Subdivision Certificate (4.4-4.1)
- _____ Surveyors Certificate (4.4-4.2)
- _____ Approval for Recording (certificate containing Date approved: and Planning Department signature line) (4.4-4.3)
- _____ Street Name Approval Letter from RRPDC
- _____ Approved Permit and Wetlands Confirmation map from the U.S. Army Corps of Engineers
(Information required per Powhatan County Subdivision Regulations – Article 4-4.4)
A copy of the Powhatan County Subdivision Regulations and the Powhatan County Zoning Ordinance may be downloaded from the following website under: Planning and Zoning / Ordinances www.powhatanva.gov
- _____ Ten (10) copies of the Final Plat shall be submitted (Folded no larger than 8 1/2" X 14")
(One copy will be routed to the following eight agencies by the Planning Department for review and comment)

_____ **Brian Lokker**
 _____ **VDOT**
 _____ **3301 Speeks Drive**
 _____ **Midlothian, VA 23112**

_____ **Pat Schoeffel**
 _____ **Powhatan Fire Department**
 _____ **3872 Old Buckingham Road, Suite A**
 _____ **Powhatan, VA 23139**

_____ Richard Michniak
Health Department
P.O. Box 12
Powhatan, VA 23139

_____ Shaun Reynolds
Environmental Manager County of Powhatan

_____ Jon Hansen
Verizon
2600 Brittons Hill Road
Richmond, VA 23230

_____ Louis Urbine
Southside Electric Coop. or
P.O. Box 388
Powhatan, VA 23139

Nicholas Chatham
Dominion Virginia Power
14500 Midlothian Turnpike
Midlothian, VA 23113

_____ Chris Rapp
Director of Utilities County of Powhatan

_____ Ralph Shelton
Building Official County of Powhatan

_____ Clifton Parker
Aqua Virginia Inc.
2414 Granite Ridge Road
Rockville, VA 23146

Preliminary Subdivision Checklist

County of Powhatan

Department of Planning & Community Development

3834 Old Buckingham Road, Suite E

Powhatan, Virginia 23139

Phone (804) 598-5692 Fax (804) 598-5695

Case Number & Name _____

- _____ Prepared by a Surveyor or Engineer (4.2-1.0)
- _____ Digital Submission of Plat (11.2)
- _____ Proposed Subdivision Name and Section (Preceded by Preliminary Plat of) (4.2-2.1)
- _____ Name and address of Property Owner (4.2-2.2)
- _____ Name and address of Developer (4.2-2.2)
- _____ Name and address of Engineer or Surveyor (4.2-2.2)
- _____ Date (4.2-2.3)
- _____ Scale (4.2-2.3)
- _____ North Arrow (4.2-2.3)
- _____ Total Acreage (4.2-2.4)
- _____ Acreage of each lot (shown within lot) (4.2-2.5)
- _____ Tax Map Number (4.2-2.6)
- _____ Location Sketch (vicinity map) (4.2-2.7)
- _____ Streets (names and width) (4.2-2.8)
- _____ Utilities (type and location) (4.2-2.8)
- _____ Tract Boundaries (location, distance and bearings) (4.2-2.9)
- _____ Lots (location, distance and bearings) (4.2-2.9)
- _____ Easements (existing or proposed, location and width) (4.2-2.9)
- _____ Contours (ten foot intervals or less) (4.2-2.10)
- _____ Non-Residential Designations (name, acreage, and use of any sites for public use such as parks, etc.) (4.2-2.11)
- _____ Existing and proposed zoning designations, highways, parks or other major improvements indicated (4.2-2.12.1)
- _____ Watercourses, railroads, bridges or other structures will be indicated (4.2-2.12.2)
- _____ Soil map prepared by a qualified soil scientist with soil classifications and recommended uses (4.2-2.12.3)
- _____ 50-foot natural vegetative buffer shall be maintained along all intermittent streams (4.2-2.12.4)
- _____ 100-foot natural vegetative buffer shall be maintained along all perennial streams (4.2-2.12.4)

(Information required per Powhatan County Subdivision Regulations – Article 4-4.4)

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_____ Shaun Reynolds
Environmental Manager County of Powhatan

_____ Jon Hansen
Verizon
2600 Brittons Hill Road
Richmond, VA 23230

_____ Louis Urbine
Southside Electric Coop. or
P.O. Box 388
Powhatan, VA 23139

Nicholas Chatham
Dominion Virginia Power
14500 Midlothian Turnpike
Midlothian, VA 23113

_____ Chris Rapp
Director of Utilities County of Powhatan

_____ Ralph Shelton
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_____ Clifton Parker
Aqua Virginia Inc.
2414 Granite Ridge Road
Rockville, VA 23146

Commonwealth of Virginia

Application for Subdivision Review

(page 1 of 2 to be filled out by the Owner or Agent)

VDH Use Only
Health Department ID# _____
Due Date _____

Owner _____

Phone _____

Mailing Address _____

Phone _____

Fax _____

Developer/Agent _____

Phone _____

Mailing Address _____

Phone _____

Fax _____

AOSE _____

Phone _____

Mailing Address _____

Phone _____

Fax _____

Directions to Property: _____

Name of Proposed Subdivision _____

Tax Map _____ Other Property Identification _____ Dimension/Acreage of Property _____

Number of lots proposed _____ Proposed water source (note: new or existing, public or individual) _____

General size of lots _____ (give range if appropriate)

Additional description of subdivision _____

Overview of soils and geology (optional but encouraged) _____

In order for VDH to process a subdivision application you **must** attach a plat of the property showing the location of the proposed onsite sewage disposal systems and the reserve absorption areas (if required) and the location of the water supply system on each lot, if applicable. Each plat or subsection of a subdivision plat shall be accompanied by specific soil information for each lot (absorption area and reserve area). If not provided by the local subdivision ordinance, the district or local health department may require the plat to show streets, utilities, storm drainage, water supplies, easements, lot lines and original topographic contour lines by detail survey or other information as required.

When the OSE site evaluations are reviewed, the property lines, building location and the proposed well and sewage system sites **must** be clearly marked and the property sufficiently visible to see the topography, otherwise this application will be denied.

I give permission to the Virginia Department of Health (VDH) to enter onto the property described during normal business hours for the purpose of processing this application and to perform quality assurance checks of evaluations and designs certified by an Onsite Soil Evaluator (OSE) or a Professional Engineer (PE) as necessary until the sewage disposal system has been constructed and approved.

Signature of Owner/Agent

Date

